



Badlands Ministries Policies:

1. Whereas we are a Christian ministry, Badlands Ministries hires staff members that follow the teachings of Jesus. We believe that faith is a journey and Christian teachings and values are to be fostered in all of our programs.
2. Whereas we are a Christian ministry of God called to minister to all of God's people, Badlands Ministries welcomes all campers regardless of gender, race, culture, creed, or sexual orientation.
3. Whereas Badlands Ministries cares for the people we serve, we are committed to keeping the personal information of our campers, family, employees, volunteers, and guests confidential. A breach of this agreement may be grounds for dismissal.
4. Badlands Ministries' work week begins on Sunday and concludes on Saturday. All employees will work their agreed upon hours within that weekly time.
5. Badlands Ministries' employees are encouraged to take care of themselves. If sick days are needed, a doctor's note releasing them from work is necessary after 3 days of missed work due to illness.
6. Whereas this ministry supports meaningful family time, for full-time employees with one year of employment, Badlands Ministries offers paid family leave time: 2 weeks family medical emergency, 6 weeks for new mothers, and 2 weeks for new fathers. Up to 12 weeks of family leave are provided as necessary but as unpaid time off.
7. Whereas we are committed to be a safe haven for people of all ages, Badlands Ministries does not tolerate harassment of any kind (sexual, verbal, physical, or emotional) between staff members, campers, volunteers, guests, or any combination listed. Any behavior deemed harassment is grounds for dismissal.
8. Badlands Ministries reserves the right to remove any camper, volunteer, or guest from the premises without refund for any reason deemed necessary by leadership staff.
9. Whereas all Badlands Ministries' employees are expected to treat each other with loving respect, grace, and forgiveness. And whereas we are a fallen people living in a fallen world, sometimes challenges and conflicts do arise. When this happens, all employees are expected to use the following structure when it comes to bringing grievances through the proper channels.

All employees should first try to work things out on their own – in a peaceful, respectful manner. If employees are unable to end a conflict, arbitration with Badlands Ministries' leadership should occur in the following manner:

- Summer staff should go to summer leadership staff with challenges or grievances
- Summer leadership staff should go to Program Director with challenges or grievances
- Year round employees should bring all challenges or grievances to the Executive Director(s)
- Executive Director(s) should bring all challenges or grievances to the Board of Directors

10. Whereas Badlands Ministries' employees often represent this ministry at varying public events, all employees are required to dress appropriate to the occasion and identify themselves as employees via nametag or logo apparel.
11. In the event of necessary termination of an employee, Badlands Ministries will give two (2) weeks notice as deemed appropriate. The Board of Directors has the power to terminate the Executive Director. The Executive Director(s) have the authority to terminate any employee. The Program Director has the authority to recommend terminating any summer staff employee.
12. Badlands Ministries does not allow smoking inside any building. All outside smoking should be kept to designated areas. All cigarette butts must be safely deposited in the trash or into one of the smoking receptacles.
13. Badlands Ministries does not allow alcohol on the premises.
14. Badlands Ministries prohibits public hunting on its property.
15. Badlands Ministries will perform back ground checks for prospective employees and volunteers who have direct contact with campers.
16. While Badlands Ministries' campers or guests are onsite, all visitors to the campsite should be stopped, greeted, and escorted to the office. All adult visitors must heed the following procedures:
 - Check in at the office
 - Receive and wear identification badge displaying that they are registered visitors
 - Notify office personnel when they are leaving the camp